



MEMORANDUM

City of Watertown Planning Office

245 Washington Street, Room 304

Watertown, New York 13601

315-785-7730

Fax: 315-782-9014

TO: Norman J. Wayte II, Chairman, Planning Board

FROM: Kenneth A. Mix, Planning and Community Development Coordinator

SUBJECT: Request for Subdivision Approval – 142 Bishop Street

DATE: October 26, 2010

Request: For Subdivision Approval of Parcel Number 13-05-135, located at 142 Bishop Street.

Applicant: Michael S. Gibson.

Proposed Use: Residential.

Property Owner: Michael S. Gibson.

Comments: This proposal is being submitted for Planning Board review under Chapter A322 (Subdivision Regulations) of the City Code. The Planning Board has the option of not requiring a preliminary plat submission. Since this is a minor subdivision, Staff is processing this application as a final plat. A public hearing is required and notice has been published for it to be held at 4:05 p.m. during the Planning Board meeting. After the public hearing and completion of Part II of the Environmental Assessment Form, the Planning Board will be free to make a decision on the proposal.

The applicant is proposing to subdivide Parcel Number 13-05-135, located at 142 Bishop Street into two lots. The first lot, a 25' wide strip of land containing .076 acres will be sold to the neighboring property owners Todd J. Yurack and Thomas A. Barber. The remaining portion of the lot containing .230 acres will be retained by Mr. Gibson.

The subdivided lot is 25' wide and does not meet the minimum lot width of 75' required by the Zoning Ordinance for a Residence "A" district. It would also not meet the minimum lot size requirement of 7,500 square feet. The lot will therefore have to be combined with the Yurack and Barber parcel by way of a new metes and bounds description filed with the County Clerk. The applicant has submitted boundary descriptions for the combined lot as well as the residual parcel. The descriptions have been reviewed by the Engineering Department and appear to be in order.

After approval, the applicant must submit two (2) reproducible mylars of the plat for signature of the clerk of the Planning Board. One of the mylar copies is to be filed in the County Clerk's Office within 62 days of signing. Also, the words "**Subdivision Final Plat**" should be added as the title of the drawing.

Summary: The following should be included as contingencies with the motion for approval:

1. The .076 acre subdivided portion of the parcel must be combined with parcel number 13-05-133 (134 Bishop Street) by way of a new metes and bounds description filed with the County Clerk.
2. The words "**Subdivision Final Plat**" should be added as the title of the drawing.

cc: Planning Board Members
Robert J. Slye, City Attorney
Justin Wood, Civil Engineer II
Michael S. Gibson
Stanford J. Zeccolo, P.E., L.S.



**PUBLIC HEARING
CITY OF WATERTOWN PLANNING BOARD
WATERTOWN, NEW YORK
Tuesday, November 2, 2010**

Notice is hereby given that under the provisions of Section 32 of the General City Law, a public hearing will be held by the Planning Board of the City of Watertown, New York on the Final Plat for a two-lot subdivision of Parcel Number 13-05-135 located at 142 Bishop Street in the City of Watertown.

The Planning Board will convene the Public Hearing at 4:05 p.m. on Tuesday, November 2, 2010 in the City Council Chamber, Room 303, Watertown City Hall, 245 Washington Street, Watertown, New York. All those interested may appear and be heard on this subject.

Copies of the proposal are available for public inspection and copying at the Office of the City Engineer, Room 305, Watertown City Hall, during regular business hours.

Date: October 28, 2010

Kenneth A. Mix
Planning & Community
Development Coordinator